

BOARD OF GOVERNORS OPEN BOARD MEETING
February 21, 2019 ~4:30 p.m.
Lambton College
Boardroom C1-211, Sarnia, ON

MINUTES

Members

Janice McMicheal-Dennis, Chair
Mike Lapaine, 1st Vice-Chair
Mark Hiseler, 2nd Vice-Chair (regrets)
Christy Bressette (regrets)
Michael Caverly
Susan Ferguson
Dave Mitton
Carolynne Griffith (regrets)
Barry Hogan

Resource Staff

Prince Patel (regrets)
Sandy Marshall
Judith Morris
Heather Torres
Alan Warren
Jim Wodham
Donna Church (regrets)
Spencer Dickson
Margaret Dragan (regrets)
Rob Kardas (regrets)
Marc Guilbeault (regrets)
Kate Large

1. CALL TO ORDER

The Chair called the meeting to order by acknowledging that Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawattomi, and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students and staff at Lambton College.

2. CONSENT AGENDA

1. February 21, 2019 Agenda
2. January 24, 2019 Open Minutes
3. Conflict of Interest Declaration
4. President's Report
5. Chair's Report
6. Governance Report

IT WAS MOVED BY: Mike Caverly

SECONDED BY: Dave Mitton

THAT: The Lambton College Board of Governors approves the minutes of January 24, 2019 and the entire contents of the consent agenda items, 2019-10. **Carried.**

3. **STUDENT IMPACT STORY**

Emma Ikert, 2nd year Social Service Worker overviewed her experiences in the Social Service Worker Program highlighting the importance of guest speakers and field placements. Emma has experienced tremendous personal growth during the program, learning to be more reflective and to more clearly understand other people's perspectives and actions.

4. **RESEARCH ETHICS BOARD ANNUAL REPORT**

Nicole Domonchuk, Chair of the Research Ethics Board presented the report. The Research Ethics Board consists of internal and external community people. The external members are from many different occupations with vast experience in research. The complexity and scope of projects have increased significantly, resulting in more full Board reviews and increased time commitments for the voluntarily Board members.

Increased support for early career researchers is recommended, as some projects are incomplete in need of multiple reviews. Currently, the Board Chair provides mentorship however, this is not ideal because of the potential conflict of interest that may arise.

IT WAS MOVED BY: Susan Ferguson

SECONDED BY: Heather Torres

THAT: the Lambton College Board of Governors accepts the Lambton College Ethics Board 2018 Annual Report. 2019-11. **CARRIED**.
Alan Warren-Abstain from the vote.

5. **CYBERSECURITY PRESENTATION**

Dave Mitton presented regarding the scope of potential cyberattacks, highlighting the large numbers experienced globally and the increasing attacks blocked by the Lambton College network daily. Some strategies to protect the College include:

- Network segmentation
- Next generation firewall and Secondary firewall
- New Virtual Private Network
- Secure Wireless
- On-going user training, Professional Development, and IT training courses
- Active Security Monitoring
- External Network Assessment
- Shadow IT is tracking unsupported platforms
- Security reviews for all software and services
- Monthly patches
- Hired a dedicated IT Cybersecurity Specialist

The College has a cybersecurity insurance policy as well. Protecting the Student Information System is the top priority.

6. **REVIEW AND APPROVAL OF THE FINANCIAL STATEMENTS FOR PERIOD ENDING DECEMBER 31, 2018 AND FINANCIAL FORECAST REVIEW**

Kate Large provided information on variances within the statements.

IT WAS MOVED BY: Michael Lapaine

SECONDED BY: Barry Hogan

THAT: the Board of Governors approves the Finance and Property Committee recommendation to approve the Financial Statements for the period ending December 31, 2018 and the Financial Forecast. 2019-12. **CARRIED.**

7. **TUITION AND ANCILLARY FEES**

Judy Morris indicated the College is still awaiting government direction on ancillary fees in light of the recent policy changes that will allow students to opt-out of certain ancillary fees. The IT fee is a critical fee that the system is advocating to be reinstated as a mandatory fee. The Alumni fee, Registration fee, and the Student Activity Fee are also under discussion to be reinstated as mandatory fees.

A recommendation regarding 2019-2020 Tuition and Ancillary Fees is expected to be presented at the April 4th Board meeting or by e-vote earlier.

8. **AUDIT SERVICES**

Kate Large provided the background regarding the RFP process and the results of the process indicating the lowest bid was local and is recommended for acceptance.

IT WAS MOVED BY: Michael Lapaine

SECONDED BY: Michael Caverly

THAT: the Board of Governors approves the Finance and Property Committee recommendation to appoint BDO Canada as auditors for the next three years commencing April 1, 2019 and concluding March 31, 2022, (with the option of two single-year extensions) as a result of a properly constituted RFP process. 2019-13. **CARRIED.**

9. **ONTARIO FINANCING AUTHORITY (OFA) LOAN AGREEMENT**

It is recommended that self-financing the loan is the best course of action unencumbering the College for the future. Building fees intended for repayment of the loan will be tracked against equivalent principal and current vs. projected OFA loan rate. Therefore, it is recommended the decision to borrow from the OFA be rescinded.

IT WAS MOVED BY: Barry Hogan

SECONDED BY: Sandy Marshall

THAT: the Board of Governors approves the Finance and Property Committee recommendation the Board of Governors rescind the portion of Board Motion 2016-16 that provided “approval of the borrowing of up to \$6,600,000 from the Ontario Financing Authority for the purpose of financing construction costs related to the Athletics and Fitness Complex project, which will be supported by an agreement for annual transfer of funds from The Students Association of Lambton College

And

that the Board approves self-financing \$6,600,000 from capital reserves for Athletics & Fitness Complex

And

that Student Building Fees be collected until the earlier of repayment of \$6,600,000 with interest calculated at an interest rate equal to the lesser of the CKLAG deposit rate or 4.4%, or 30 years, whichever comes first. 2019-14

14. **OTHER BUSINESS**

1. **PAC Meeting Reports:** No reports.

13. **ADJOURNMENT**

The meeting adjourned.

MINUTES APPROVED BY:

J. McMichael-Dennis, Chair

AT MEETING OF: April 4, 2019 Lianne Birkbeck, Recording Secretary